

THE DIRECTOR OF CENTRAL INTELLIGENCE

WASHINGTON, D. C. 20505

Ad Hoc Staff

75-904

HSC INTERVIEWS / BRIEFINGS

MEMORANDUM FOR: USIB Principals

SUBJECT: Reporting of Oral Interviews with Congressional Investigating Committees or their Staffs

REFERENCE: My Memorandum to Addressees, 10 April 1975, Subject: Community Aspects of Inputs to Congressional Committees Investigating Intelligence

1. Reference memorandum reported establishment by the Intelligence Community Staff of a registry for documentation relating to the Congressional investigations, and furnished you with a format for abstracts to be provided to the registry on each formal input to a Select Committee. In addition to having in the registry the abstracts or, as appropriate, the actual papers submitted as documentation to a Select Committee, it is important that we establish a method for reporting on oral interviews. Accordingly, I am enclosing a proposed format for abstracts to be used for reporting on interviews by Congressional Committee members or staff with your personnel which involve information on Community activities or which, in your judgment, raise the possibility of follow-on queries elsewhere concerning the functioning or activities of the Community.

2. There is no intent to intrude upon matters which are properly each Agency's organizational responsibility nor to infringe upon employees' individual rights or security. The interview abstract format does not provide for identification of the person being interviewed. The "File Reference No." entry is for your convenience to indicate where any supporting documentation is located within your own filing system.

3. It is essential that the Intelligence Community be aware of all aspects of the Congressional investigations which involve Community

matters, or which may relate to Select Congressional Committee activities being conducted elsewhere in the Community. The availability in the registry of document and interview abstracts should help provide this internal visibility.

W. E. Colby  
Chairman

Attachment

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FORMAT FOR ABSTRACT TO BE SUBMITTED TO DCI/IC SELECT  
COMMITTEES COORDINATING STAFF REGISTRY

ORAL INFORMATION PROVIDED TO THE SENATE  
(HOUSE) SELECT COMMITTEE INVESTIGATING  
INTELLIGENCE ACTIVITIES

1. Subject:
2. Witness' Organization:
3. File Reference No.:
4. Date of Interview:
5. Interviewer:
6. Classification of Information:
7. Summary of Content: (Brief narrative statement describing  
content, problems addressed, and any  
conclusions or recommendation)
8. Relation to Intelligence Community Problems: (Identify)